



Invitation to Bid HNS 21-12

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address: 422 Ridgeway Ave. Rehab with Lead Hazards Control	
Bid Walk: September 10, 2020 @ 10:00 am	
Bid Opening: September 17, 2020 @ 2:00 pm	
Client Name:	Contact Number:
Project Manager: Mike Taylor	Contact Number: 704-336-4115

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Mike Taylor (cell # 980-215-1156).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.

The Bids will be opened at 600 East Trade St. immediately following the above due date and time.



Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at **422 Ridgeway Ave.** to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated: 8/19/2020
floor plan

Number of Pages: 9 pages w/ bath layout and lead scope with

Addenda # 1 Dated:

Number of Pages:

Addenda # 2 Dated:

Number of Pages:

Project Schedule: *Minimum Start Date -*

Completion Deadline:

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Mikel Taylor
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 29202
PH: (704) 336-4115
Fax: (704) 632-8575



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative

<G:\SELECTIVE REHAB TEAM\forms\bid forms and documents\Invitation to bid WARREN>



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Response Due: 8/19/2020 1:30 pm

Prepared By:
City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address:	422 Ridgeway Ave Charlotte, NC 28204	Owner:	Towanna Weathers Jones
Structure Type:	Single Unit	Owner Phone:	Home: (980) 613-8161
Square Feet:	1310	Program(s):	Tested- HAS LEAD LeadSafe 2016 Healthy Homes LBP 2016 SHFY2020
Year Built:	1931		
Property Value:	290100		
Tax Parcel:	12704317		
Census Tract:			
Property Zone:	Council District 1		

Repairs

Description

Floor

Room

Exterior

All Contractor's Project Requirements

General Requirements

The contractor is responsible for all project requirements, including but not limited to:

All activities required by the City's COVID-19 Precautions for Residential Housing Rehabilitation Activities policy.
Obtaining all permits required. Said permits shall include all items in this scope of work.

Provide temporary toilet facilities from job start until the completion of work.

Provide AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods.
Remove dumpsters and repair any evidence of the dumpster use.
Contractor may haul debris away daily using dump trailers or trucks.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Lead Based Paint Scope

General Requirements

See attached scope. Work in the lead scope must be performed by a state certified lead abatement contractor.

?

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Removal of Asbestos Containing Material

General Requirements

The third layer of flooring on the kitchen floor is an asbestos containing material (ACM). Also there is a small amount of insulation on some water supply lines that is presumed to be ACM.

The contractor is responsible for the proper removal and disposal of all ACM disturbed in the course of working on this project.

If all disturbed ACM materials will fit into one asbestos waste or glove bag, contractor's workers who are properly trained under OSHA Construction Standard Asbestos Regulations 29 CFR 1926.1101 may remove and dispose of the ACM using safe work practices.

If all disturbed ACM materials will not fit into one asbestos waste or glove bag, or if workers are not properly trained, the contractor shall hire a state certified asbestos abatement firm to remove and dispose of the disturbed ACM materials.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Exterminate Termites

General Requirements

Exterminate for termites. Drill and patch foundation and pavement where necessary. Exterminator must be licensed and provide a 1 year guarantee with an optional yearly renewable warranty for the homeowner.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Make Non-Original Windows Operable

Building Systems

Remove plastic sheeting from windows in the living room, dining room, and kitchen. Inspect windows and make minor repairs as necessary to make windows operate smoothly and lock securely.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Install Storm Windows

General Requirements

Install storm windows on all windows except at original front and back porches.

Storm windows are subject to pre-approval by the State Historic Preservation Office and must meet the following conditions:

The visual impact of adding storm windows must be kept to a minimum. The division of the storm windows, if any, must align with the meeting rail of the historic window, the frames must not be excessively bulky, and the color of the storm windows must match that of the window sash or frame.

Submit specifications and examples of the storm window you intend to use with your bid.

Storm panels mounted on the interior of the windows may be an acceptable option.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Upgrade Electrical System

Buildings Systems

Upgrade the electrical system to comply with all requirements of the current NC Electrical Code. This includes but is not limited to:

*de-energize and remove all knob and tube wiring throughout the structure

*other existing wiring may be re-used provided it is in full compliance with the Electrical Code

*Replace electrical service with new 110/220 volt, 200 amp panel with main disconnect and 24 circuit panel board; meter socket; weather head; service cable; and ground rods and cable. Caulk exterior service penetrations. Label circuits legibly. Replacement of all sub-panels is included.

*Install GFCI breakers on all two wire receptacle circuits. Install GFCI/AFCI breakers on all two wire bedroom receptacle circuits. Label outlets per Code requirements.

*install new wiring, outlets, and devices as necessary to comply with the Electrical Code or to service existing equipment or to power items and equipment added to the structure by other items in this scope of work.

*scope includes installation of smoke and CO detectors as required by the Electrical Code

*scope includes GFCI devices at Code required locations.

*Replace receptacles, switches, and cover plates at all existing outlets that are incorporated into the upgraded electrical system. Remove devices from abandoned outlets and install blank cover plates.

*anything else required to produce a safe, fully functioning electrical system in full compliance with the current NC Electrical Code.

* scope includes repair of all ceiling, wall, and floor tear out.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Light Fixture Replace

Interior

Install ceiling mounted 2 bulb UL approved light fixtures with LED bulbs and covers in all rooms with existing ceiling mounted fixtures.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Ceiling Fans with Light Kits

Interior

Remove existing ceiling fans and replace with new 52" 3 speed flush mounted ceiling fans with a minimum three bulb UL approved light fixture with globes and LED bulbs.

New fans are to be Energy Star rated.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Install Light at Front steps

Exterior

Install a switched light at the front door. Installation includes all necessary wiring. Run wiring in wall cavity and repair disturbed finished surfaces.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Install Light Fixture

Bathroom

Install a switched, UL approved, wall mounted 3 or 4 bulb LED light fixture with shades and lamps above the vanity

Installation includes all necessary wiring per the NC Electrical Code.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Bath Exhaust Fan

Bathroom

Install a switched ceiling mounted Energy Star rated exhaust fan in the ceiling. Fan shall be quieter than 2 sones and shall move air at 100 cfm.

Proper installation of metal vent and roof or wall cap/damper assembly is included.

Installation of all necessary wiring for fan and switch is included. Switch shall be flush mounted near the door.

All materials and work shall comply with the Electrical and Mechanical Codes.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Remove Existing Floor Insulation

General Requirements

Remove existing floor insulation and dispose of properly.

Note: Some insulation is moldy. Use safe work practices when handling.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Masonry Pier Replace

General Requirements

Brace up floor system temporarily as necessary and remove three damaged or undermined piers.

Dig down to sound soil at a sufficient depth to support the lateral loads of the piers.

Pour concrete footers and install new masonry piers with mortared joints.

Size footers and piers per the Building Code. County inspections required.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$

Work Specification

Gut and Rebuild Bathroom

Bathroom

Tear out all fixtures and gut bathroom and adjoining closet to the framing.

Remove closet door from bedroom. Keep the bedroom side door casing. Frame in the opening and install drywall on the bedroom side of the wall. Prime and paint to match existing. Re-install the bedroom side door casing.

Remove wall framing between bathroom and closet to create one room.

Correct wall and ceiling framing as necessary to provide a sound and flat surface for the installation of drywall. Install a head wall to accommodate the shower.

Install black plastic over interior window sashes and frame in opening as necessary to support drywall or tile board.

Reframe floor system to provide a sound and flat floor surface. Install 3/4" plywood subfloor.

Insulate floor, wall, and ceiling cavities as required by Code.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Replumb Supply Lines

Building Systems

Remove all existing water supply lines. Install new PEX supply lines to code to service one 3-piece bath, kitchen sink and washing machine. Includes replacement of spigots at front and back of house. Repair any wall or ceiling tear out required to install system.

NOTE: INSULATION ON SOME PIPING IS ASSUMED TO BE AN ASBESTOS CONTAINING MATERIAL. REFER TO THE LINE ITEM FOR THE REMOVAL OF ASBESTOS CONTAINING MATERIALS.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Replumb Waste Lines & Vents

Building Systems

Remove all drain, waste and wet vent lines to code legal dump. Install schedule 40 PVC to service one 3-piece bath, kitchen sink, and washing machine from the roof vent pipe/pipes thru the foundation wall to include a main clean out outside of house and any interior clean outs required, installed to code. Repair any wall or ceiling tear out required to install system.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Washer Box

Kitchen

Install a flush mounted washer box with all plumbing supply and drain line connections.

Venting may be supplied by Stud-i-Vent or equal.

Scope includes installation of new hot and cold water supply lines within the wall cavity and connection to existing water lines under the house.

Scope includes installation of new drain line within the wall and under the house as far as necessary to comply with Plumbing Code requirements.

Plumbing inspection is required.

Installation includes wall repair and painting to blend with surrounding surface as close as possible.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Senior Easy Access Shower Package

Bathroom

Install blocking for three grab bars at locations determined by rehab specialist and home owner.

Install a 36" x 60" fiberglass shower pan. Pan must be pre-approved by City rehab specialist.

Install cement tile backer board and a ceramic tile surround. Owner's choice of tile.

Install new drain and mixing valve with all associated plumbing lines. Mixing valve shall be located in the center of the long wall of the shower to be accessible from a seated position. Install a diverter valve with a handheld sprayer beside the mixing valve. Shower head shall be located as normal. Install grab bars at designated locations.

Install tempered glass sliding shower doors.

Provide an approved seat manufactured for use in showers.

All materials and work shall comply with the Construction Specifications and the Plumbing Code.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Drywall Entire Room

Bathroom

Install ½" moisture resistant drywall using screws.

Tape the joints, apply three coats of joint compound, and sand to a smooth paint ready surface.

Materials and workmanship shall comply with the Construction Specifications.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Paint Entire Room

Bathroom

Remove or cover hardware, fixtures, accessories, and other room contents that are not to be painted.

Prime all surfaces and top coat with two coats of low semi-gloss VOC acrylic latex paint.

Surfaces to be painted include all walls, ceiling, trim, and doors.

Ceiling shall be painted the owner's choice of white or the selected wall color.

Replace or uncover hardware, fixtures, accessories, and other room contents.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Sheet Vinyl Flooring

Bathroom

Install ¼" underlayment, properly nailed and leveled.

Install full glue down sheet vinyl flooring with a 25 year manufacturer's warranty.

Vinyl must be approved by the Rehab Specialist at the pre-construction meeting. Provide owner with a minimum of three patterns from which to choose.

Install baseboard as necessary to match the existing and install quarter round around the perimeter of the vinyl.

Install appropriate transition strips where vinyl meets other flooring types.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Vanity

Bathroom

Install a new 24" vanity cabinet complete with marble-lite top with preformed sink.

Install single handle metal faucet with P- trap and drain lines to the wall, pop-up drain plug, supply lines, full port ball type shut-off valves & escutcheon plates.

All materials and workmanship shall meet the requirements of the NC Plumbing Code and the Construction Specifications.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

17" Height Commode Replace

Bathroom

Install a 17" height, 2 piece, close coupled, white, vitreous china commode with a maximum water usage per flush of 1.6 gallons. Include plastic or pressed wood white seat, supply pipe, shut-off valve, flap valve and wax seal.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

Work Specification

Medicine Cabinet

Bathroom

Provide and install a surface mounted medicine cabinet with mirror over the bathroom sink.

All materials and work to comply with the Construction Standards.

Cabinet to be approved by home owner and rehab specialist before installation.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Accessory Set - 3 Piece Chrome

Bathroom

Install a chrome plated steel bathroom accessory set consisting of a 24" towel bar, hand towel ring, and toilet paper holder.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Attic Access

General Requirements

Remove suspended ceiling in hall way. Frame a Code legal size attic access in the ceiling and trim with 2 1/4 casing. Install a wooden or plywood dam around the access hatch high enough to hold back R-38 insulation.

Install 1/2" drywall on the hall ceiling and finish and sand to a paint ready condition. Install small bed mold around the perimeter of the ceiling. Prime and paint all new materials ceiling white.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Floor Repair

Kitchen

Remove top layer of floor covering and its underlayment.

Cut back other layers of floor coverings at the washing machine as necessary.

Repair subfloor and floor framing to produce a sound level surface even with the remainder of the floor covering.

NOTE: THE THIRD LAYER DOWN OF FLOOR COVERING IS AN ASBESTOS CONTAINING MATERIAL. REFER TO THE LINE ITEM FOR THE REMOVAL OF ASBESTOS CONTAINING MATERIALS.

$$\text{Bid Cost: } \frac{\text{Base}}{\text{Quantity}} \times \text{Quantity} = \text{Total Cost}$$

Work Specification

Interlocking Vinyl Plank Flooring

Kitchen

Install 1/4" underlayment per the IVP manufacturer's instructions.

Install waterproof interlocking vinyl plank flooring.

Flooring shall have a minimum 25 year manufacturer's warranty and shall be installed strictly according to manufacturer's specifications.

Contractor is responsible for preparing sub floor as necessary to satisfy manufacturer's installation specifications.

Install suitable matching transition pieces where flooring meets other flooring materials.

Install painted or stained wood quarter-round at all perimeters to complete installation.

Provide home owner choice of three to five pattern selections from program approved manufacturers.

Bid Cost:	_____	X	_____	=	_____
	Base		Quantity		Total Cost

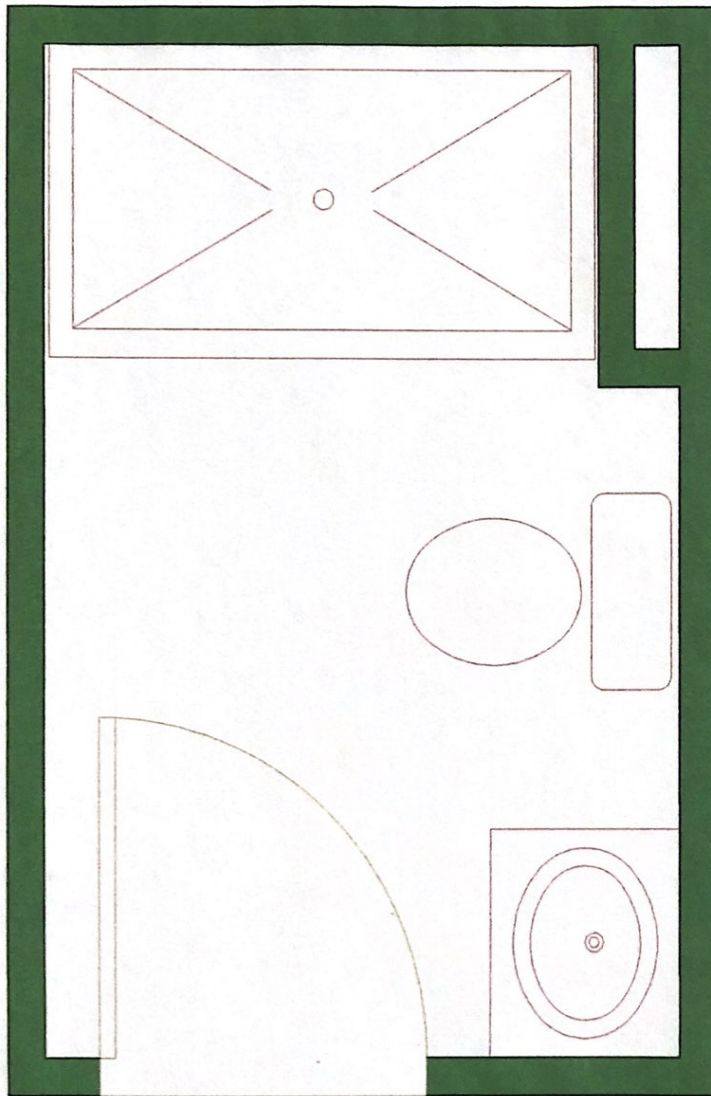
Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____



New Bathroom Layout

Not to scale

Incorporates
adjoining existing
closet. See scope
of work for details

LEAD ABATEMENT SCOPE OF WORK
& INSTRUCTIONS TO BIDDERS

Address 422 Ridgeway Ave.

8/19/2020

Complete the following scope of work:

Item #	Feature	Method	Number	Cost P	COST
1	Windows B2 through B8	Scrape and paint all exposed exterior window components.			
2	Side B--crawlspce door and frame	Close and tightly secure inner door to frame. Remove protruding hardware on exterior door. Cover door assembly with Tyvek and screw a piece of pressure treated 1/2" plywood to the frame to cover the assembly completely			
3	Side B--rear porch corner post	Scrape and paint visible parts of corner post			
4	Side C--rake overhang	Cover exposed wood with Tyvek and replace missing vinyl soffit pieces to match existing as close as possible.			
5	Room 5--Door D1 (to basement)--white wood door, casings, header, jambs and stops. Also exposed brown wood siding in stair well.	Make door smooth and operable. Scrape and paint all components.			
6	Room 5	Complete specialized cleaning throughout the room (see LIRA for dust levels)			

Total Bid: \$ _____

The undersigned contractor agrees to perform the scope of work for the indicated fee in accordance with applicable regulations and the project manual. The undersigned also certifies that the work will be completed within _____ days of award.

Signature of authorized contractor representative _____

Contractor Submitting Bid: _____

Address: _____

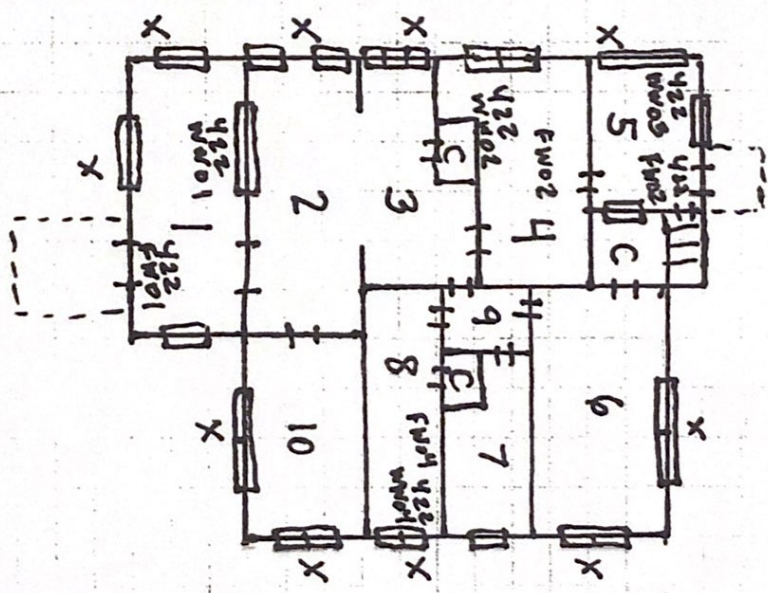
Phone: _____

SIDE C

SIDE B

SIDE D

SIDE A



Legend
 [Window symbol] = Window
 [Door symbol] = Door
 X = Soil Sample Location

NOT TO SCALE